



Job Details

CORPORATE COUNSEL (102198)

CA - California South

Date Posted: Sep 9, 2016

Functional Area: Legal

Company: The Home Depot

Position Type: Full-Time

Travel: None

Relocation Provided: No

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Position Description:

POSITION PURPOSE - This position represents the Company in legal claims, lawsuits, and litigation. The ultimate objective of this position is to minimize the legal exposure of the Company in any such legal matters. Advises and consults with managers and other departments on various legal issues, and educates internal clients on proactive measures and approaches to reducing all potential legal exposure.

MAJOR TASKS, RESPONSIBILITIES AND KEY ACCOUNTABILITIES

- Prosecutes and defends federal, state, and local employment law claims and lawsuits involving Home Depot.
- Collaborates and interacts with outside counsel regarding claims, lawsuits, et. al.
- Advises various departments and managers on a diverse range of legal issues.
- Supervises and conducts appropriate legal research for all pending legal work.
- May draft and file annual disclosure documents with various government agencies. May manage and track budgets.

NATURE AND SCOPE -

Typically reports to a Senior Corporate Counsel or Vice President - Legal.

Areas of specialization are Employment Law, Employee Relations, and Litigation

ENVIRONMENTAL JOB REQUIREMENTS -

Under regular pressure to meet deadlines, quotas and/or must frequently deal with difficult issues related to people or situations.

ESSENTIAL SKILLS:

MINIMUM QUALIFICATIONS -

Must be eighteen years of age

Must pass the Drug Test

Must pass pre-employment tests if applicable

EDUCATION REQUIRED

The completion of a Jurist Doctorate or equivalent and required certifications for practicing law.





YEARS OF RELEVANT WORK EXPERIENCE - 06**PHYSICAL JOB REQUIREMENTS -**

Most of the time is spent sitting in a comfortable position and there is frequent opportunity to move about. On rare occasions there may be a need to move or lift light articles.

KNOWLEDGE, SKILLS, ABILITIES AND COMPETENCIES

- Proven drafting and negotiation skills
- The ability to manage numerous outside counsel
- The ability to work independently on numerous activities and prioritize them properly while meeting deadlines.
- The ability to confront conflict and difficult issues in a professional, assertive and proactive manner.
- The self-starting ability to aggressively tackle new responsibilities and initiatives prior to receiving sufficient training or completely clear direction.
- The ability to develop, organize, implement and manage standard procedures and train outside counsel and paralegals in the procedures.
- High degree of oral and written communication skills.
- Analytical skills.

We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, and basis of disability or any other federal, state or local protected class.

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